



Stephany Coaley & Marc Gilbert, Co-Chairs

LAS VEGAS TRANSITIONAL GRANT AREA RYAN WHITE PART A PLANNING COUNCIL

**Strategic Planning & Assessment Minutes**

Wednesday, April 27, 2022

2:00pm – 4:00pm

Committee Members		Recipient Staff		Guests	
Danny Brown Sr.	A	Tory Johnson	P	Heather Shoop	P
Adriene Christian	P	Heather Lazarakis	A	Jessica Rios	A
Stephany Coaley	P	Aaronell Matta	P	Tiffany Evans	P
Gary Costa	P	Montril Moore	A	Tony Garcia	P
Dr. David DiJohn	A	Davina “Dee” Otalor	A	Vanessa Cruz	P
Caesar Espinoza	P	Dr. Cheryl Radeloff	P	Alisha Barrett	P
Ricardo Fernandez	P	Franchesca Reed	P		
Marc Gilbert	P	Angela Smith	P		
Susan Gonzalez	P	Lorenzo Stanley	P		
Krystal Griffin	P	Robert Tinghitella	A		
Roberta Hamilton	A	Robert Wilson	A		
Raychel Holbert	P	Lourdes Yapjoco	A		

*P = Present      A = Absent      ☒ = Phone/Zoom*

Support Staff: Thomas Rodriguez-Schucker, Deryk Jackson, Sara Seaburg

Call to order	Lourdes Yapjoco called the meeting to order at 2:05 pm
Determination of Quorum	15 of 24 members present at 2:11 pm
Welcome and Introductions	The Chair welcomed Planning Council members and guests. Planning Council Support introduced each attendee and asked for any conflicts of interest.
Confirmation of Notice of Meeting Posting.	Planning Council Staff confirmed 8 agenda postings. Lourdes Yapjoco read the agenda for today’s meeting
Approval of the Minutes from October 27, 2021	A motion to approve the February 23, 2022 meeting minutes was made by L. Stanley and 2nd by C. Esponiza: For (15) Christian, Coaley, Costa, Espinoza, Fernandez, Gilbert, Gonzalez, Griffin, Holbert, Johnson, Matta, Radeloff, Reed, Smith, Stanley Against (0) Abstain (0)

Stephany Coaley & Marc Gilbert, Co-Chairs

Business Item	Discussion / Motion	Action
<b>Recipient's Report.</b>	<p>Heather Shoop from the Recipient's Office gave the report.</p> <p>The expenditure report for GY2021 was presented and although they are not the final numbers, this will give us an idea of where the monies stand. They are still receiving invoices for reimbursement at this time.</p> <p>The following service categories were discussed in detail: Outpatient Ambulatory Health Services and Oral Healthcare</p> <p>Due to changes in insurance plans, where clients have more coverage for these services, these funds allocated were in excess. This should be a consideration with the upcoming PSRA process since there are other resources that are becoming available.</p> <p>This is a similar situation with Food Bank and EFA in the other direction. The CARES act funding will be going away so we may need to increase the funding in these services.</p> <p>MAI funding reflected the same scenarios described above.</p> <p>There was a great deal of discussion in reviewing this data.</p>	<p>Discussion Only. No Action</p>
<b>Review Planning Council Activity Time (PCAT)</b>	<p>Thomas shared the Planning Council Activity Timeline (PCAT) for GY2022 and explained the various tasks. Activities for this month were reviewed.</p>	<p>Discussion Only. No Action</p>
<b>Planning for Needs Assessments</b>	<p>We will be reviewing the N/A from the state and the results. After seeing that we may find some gaps in data that we want to look into. Also, we may want to look at populations of focus to identify the needs of those groups as well. We may want to consider transportation type focus groups as well.</p>	<p>Discussion Only. No Action</p>
<b>Review of Needs Assessment outcomes and data</b>	<p>Deryk shared the report from the Statewide Needs Assessment. This included demographic information, service delivery details, viral suppression information and sub populations of focus.</p>	<p>Discussion Only. No Action</p>
<b>Nominations/Elections for SPA Co-Chairs</b>	<p>There were 4 Planning Council members who were nominated and accepted the nomination. Of the 4, we conducted an online voting poll for all nominees and the results were tabulated.</p>	<p>Stephany Coaley and Marc Gilbert are the new co-chairs of this committee.</p>
<b>Review Planning Council Support Budget Policy and Procedures</b>	<p>Staff presented the newly developed Planning Council Support Budget &amp; Policy and Procedure based on a finding during the VSV. We discussed this and formatted the document more appropriately to align with a policy.</p>	<p>L. Yapjoco made a motion to approve this policy with updates to the format: <b>For (15)</b> Christian, Coaley, Costa, Espinoza, Fernandez, Gilbert,</p>

Stephany Coaley & Marc Gilbert, Co-Chairs

		Gonzalez, Griffin, Holbert, Johnson, Matta, Radeloff, Reed, Smith, Stanley <b>Against (0)</b> <b>Abstain (0)</b>
<b>Review Updated By-Laws based on Technical Assistance Feedback</b>	Due to the approval of the above Planning Council Support Budget & Policy and Procedure, we are required to update the current Planning Council By-Laws to reflect the above policy.	L. Yapjoco made a motion to approve the updated by-laws: <b>For (15)</b> Christian, Coaley, Costa, Espinoza, Fernandez, Gilbert, Gonzalez, Griffin, Holbert, Johnson, Matta, Radeloff, Reed, Smith, Stanley <b>Against (0)</b> <b>Abstain (0)</b>
<b>Review Program Letter Part A Community Input</b>	Staff shared the Program Letter Part A Community Input received from HRSA and explained this to all attendees.	Discussion Only. No Action
<b>Training: Assessment of the Efficiency of the Administrative Mechanism (AEAM).</b>	Deryk presented a training on the AEAM. This training included the following: 1. Purpose of the Process 2. Explanation of the Process 3. Planning Council Role	Discussion Only. No Action
<b>Priority Setting &amp; Resource Allocation Process</b>	Thomas discussed various details about this process and staff will send out the previous day 1 and day 2 packets. We also determined that we will meet on August 30 <sup>th</sup> and August 31 <sup>st</sup> from 9-12 each day. This was approved by all members.	Send Day 1 and Day 2 packets out for review before June meeting.
<b>Compile Unresolved Issues in the Parking Lot.</b>	Returning to In Person Meetings – this was discussed and approved by all to begin a hybrid format in May.	Discussion Only. No Action
<b>Announcements by Members.</b>	Dr. Radeloff shared that HDAD will have a meeting on 5/18 with a theme of extreme heat. Rapid HIV testing will be held from 7/7 – 7/8 and there are still some spaces available. HIV Prevention Planning Group will meet on 4/29.	Discussion Only. No Action
<b>Public comment and discussion.</b>	None	Discussion Only. No Action
<b>Adjournment</b>	<b>3:41 pm</b>	

Signature:   
Lourdes Yapjoco (Jul 6, 2022 06:12 PDT)

Email: yapjoco@snhd.org